

**MEMORANDUM OF UNDERSTANDING ON
WAGES, EMPLOYEE BENEFITS, HOURS AND
OTHER TERMS AND CONDITIONS OF EMPLOYMENT**

Campbell Municipal Employees Association (CMEA)

PARTIES TO UNDERSTANDING

This Memorandum of Understanding is between the authorized representatives of the City Council of the City of Campbell, hereinafter referred to as "City", and the authorized representatives of Campbell Municipal Employees Association, hereinafter referred to as "CMEA".

STATE LAW COMPLIANCE

This Memorandum of Understanding complies with the provisions of the State of California Public Employees Representation Law, as contained in Section 3500 of the Government Code of the State in that the employer-employee representatives noted here did meet and confer in good faith and did reach agreement on those matters within the scope of representation.

This Memorandum of Understanding also complies with Resolution 10016, relating to employer-employee relations, as adopted and amended by the City Council of the City of Campbell.

I. GENERAL CONDITIONS

A. Personnel Rules and Regulations

This Memorandum of Understanding does not modify or change the provisions of the Personnel Rules and Regulations of the City unless a specific reference is made herein to modify or add to the existing Personnel Rules and Regulations.

B. Terms of Understanding

This Memorandum of Understanding embodies all modifications on salaries, hours, employee benefits, and other terms and conditions of employment, for a 24-month term beginning July 1, 2019 and ending June 30, 2021.

C. Existing Benefits Continued

This Memorandum of Understanding does not modify existing salaries, benefits, hours, or terms and conditions of employment contained in the currently adopted Pay and Classification Plan, except as noted herein. Such benefits and terms of employment remain unmodified and shall continue in full force and effect throughout the term of this Memorandum of Understanding.

D. Benchmarks

Accountant	Building Inspector	Office Assistant
Accounting Clerk	Building Maintenance Worker	Assistant Planner
Assistant Engineer	Executive Assistant	Recreation Coordinator
IT Administrator		Recreation Supervisor

Any special compensation adjustment for a benchmark classification provided for by this MOU will also be provided to classifications related to the benchmark as set forth below:

Accountant
 Senior Accountant

Accounting Clerk I
 Accounting Clerk II

Assistant Engineer
 Associate Engineer
 Junior Engineer
 Engineering Aide
 Engineering Technician

Building Inspector
 Senior Building Inspector
 Public Works Inspector
 Senior Public Works Inspector
 Code Enforcement Officer
 Permit Technician

Building Maintenance Worker
 Building Maintenance Lead Worker
 Utility Worker

IT Administrator
 IT Technician
 Communications and Public Engagement
 Coordinator
 Public Safety Systems Specialist

Executive Assistant
 Office Specialist
 Permit Technician
 Deputy City Clerk

Office Assistant
 Senior Office Assistant

Assistant Planner
 Associate Planner
 Senior Planner
 Administrative Analyst
 Planning Technician
 Economic Development Specialist

Recreation Supervisor
 Senior Services Supervisor

Recreation Coordinator
 Nutrition Site Manager
 Recreation Specialist
 Museum Collections Specialist

The survey agencies for CMEA are listed below:

Survey Agencies
 Cupertino
 Gilroy
 Los Altos
 Los Gatos
 Milpitas

Morgan Hill
Mountain View
Palo Alto
Santa Clara
Saratoga
Sunnyvale

The compensation components to be used for the Total Compensation analysis shall be as follows: Salary Min, Salary Max, Dental, Life, Vision, Medical, LTD, and MCARE.

II. COMPENSATION

A. Salary

A salary adjustment based on the Consumer Price Index (CPI-W) for Urban Wage Earners and Clerical Workers for San Francisco, Oakland, Hayward (Bay Area) for the October to October period will be made effective the first day of the pay period in which July 1, 2019 and July 1, 2020 occurs, providing said salary adjustment is not less than one percent (1%) and not more than three and one half percent (3.5%) for all classifications represented by CMEA.

- B. Effective the pay period containing January 13, 2020, a special adjustment will be provided, based on completion of a Total Compensation analysis for all CMEA benchmark classifications. It will be calculated as follows: City will prepare a Total Compensation analysis for all CMEA benchmark classifications, using the established benchmark agencies and compensation components. City will calculate a special adjustment that would bring all CMEA classifications' Total Compensation to the mean of the Total Compensation array as it exists on January 8, 2020.

III. OTHER PROVISIONS

A. Benefit Cost Adjustments

For the term of this contract:

The City will be responsible for any increase to the PERS employer contribution rate for the PERS plan.

The City will continue to provide the current dental coverage, including an annual maximum per patient benefit of \$2,500, and orthodontia coverage with a \$2,500 per patient lifetime.

The City will continue to provide for life insurance.

The City will continue to provide for the Employee Assistance Program.

The City will provide for Long Term Disability Insurance. The maximum benefit is \$3,000 per month.

The City will continue to provide for Vision Service Plan (VSP) coverage which includes Progressive Lens coverage.

B. 1. Health Insurance Benefit Program

Effective January 2020 and 2021, the City will provide an additional \$75 per month for a Cafeteria Plan Allowance. The maximum cash rebate of the City's contribution will be \$945 per month.

The City will continue to contract with the California Public Employees Retirement System (CalPERS) for the purpose of providing employees with medical insurance benefits.

The City's maximum monthly contribution for each eligible active employee for the purchase of medical insurance will be equal to the minimum monthly employer contribution required under the Public Employees Medical and Hospital Care Act (PEMHCA).

2. Cafeteria Plan Allowance

The City will maintain a Cafeteria Plan, pursuant to Section 125 of the Internal Revenue Code, for the purpose of providing employees with access to various health and welfare benefits. Benefits available through the Cafeteria Plan include, but are not limited to, flexible spending accounts for out-of-pocket medical expenses and dependent care at the maximum limit established by the IRS, accident insurance, cancer insurance, heart and stroke insurance, supplemental disability insurance, long term care insurance, and life insurance benefits. The City agrees to provide a Cafeteria Plan Allowance to all employees eligible to participate in City-sponsored health benefits under Section B4 (Health Insurance Benefit Program) of this Article. Any tax consequences resulting from City contributions to the Cafeteria Plan are the sole responsibility of the employee.

Any increase to minimum monthly employer contribution under PEMHCA will result in a corresponding decrease in the employee's Cafeteria Plan Allowance.

C. Tuition Reimbursement

City will continue the tuition reimbursement program as specified in Personnel Rules and Regulations Section 18.3.A, with a maximum reimbursement of \$3,000 per year.

CMEA employees will be able to use tuition reimbursement money to attend relevant work-related training that is approved by management. Reimbursement will include tuition and class participation materials only.

Employees represented by CMEA may utilize tuition reimbursement for examination fees and related review course fees if pursuing job related certification programs.

D. Deferred Compensation

The City will continue to contribute \$50 per pay period to each full time CMEA employee's ICMA Deferred Compensation account. The contribution for permanent part time CMEA employees will be prorated accordingly.

E. Retiree Award Program

The City will continue the existing Retiree Award Program based on the following criteria and features:

- Minimum retirement age of 50 and retired from the City of Campbell.
- Bills must be submitted to the City in January and July of each year for reimbursement for the prior six months' costs.
- Award will not exceed cost for medical and dental coverage for the retiree only (not dependents) on a reimbursement basis as follows:
 - For employees who have completed at least 17 years of service with the City of Campbell, award will be a maximum \$325 per month.
- All other provisions of the Retiree Award Program will remain unchanged.
- Employees hired on or after July 1, 2017, will not be eligible for the Retiree Award Program.

F. Voluntary Employees Beneficiary Association Plan (VEBA)

In replacement of the Retiree Award Program for new employees, CMEA will participate in the established VEBA program. \$46.16 per pay period will continue to be contributed to each CMEA employee's VEBA account. The City

will contribute an additional \$25 per month to each CMEA employee's VEBA account effective the pay period including July 1, 2019 and July 1, 2020. The City shall cover the cost of the monthly administrative fee for each CMEA employee's VEBA account.

G. Uniform and Equipment Allowance

City will provide a uniform allowance in the amount of \$600 per year to the following classifications:

- Building Maintenance Worker
- Building Maintenance Lead Worker
- Utility Worker
- Recreation Specialist, Facilities

City will provide an allowance of \$150 per year to the following classifications for work boots/shoes/hats:

- Building Inspector
- Senior Building Inspector
- Public Works Inspector
- Senior Public Works Inspector
- Code Enforcement Officer
- Associate Engineer
- Assistant Engineer
- Engineering Technician

The following classifications will be provided \$150 for work boots/hats upon hire date or the effective date of this MOU (whichever occurs first), and on an as needed basis thereafter, to be determined by the department head:

- Planning Technician
- Assistant Planner
- Associate Planner
- Senior Planner

Uniform allowance payments will be made once each fiscal year (in July).

H. Bilingual Pay

The City will provide bilingual pay at \$100 per pay period.

I. Employee Certifications

Any CMEA employee who has obtained a current Certified Pool Operator Certification and is actively utilizing the certification in the course of employment, shall receive an additional \$25 per pay period.

J. Retention of Unused Vacation

The number of retainable vacation hours, as currently specified in Section 16.4 (Vacation Scheduling, Retention of Unused Vacation, and Payout Vacation Hours) of the City's Personnel Rules and Regulations, shall be modified as follows for all CMEA employees:

Hours Accrued Per Pay Period	Number of Hours Retainable
3.38 hours	220
4.92 hours	250
5.85 hours	300
6.46 hours	350

V. RETROACTIVITY

Any compensation adjustments will be effective the first day of the pay period containing July 1, 2019 or unless otherwise indicated. All other proposals will be effective as indicated when an agreement is reached.

VI. RATIFICATION

This M.O.U. is subject to ratification by a majority vote of the employee organization represented herein within ten (10) days of execution by CMEA and by approval of a majority of the City Council of the City of Campbell within twenty (20) days of the date of execution.

EXECUTED THIS _____ DAY OF MAY 2019 BY THE EMPLOYER-EMPLOYEE REPRESENTATIVES WHOSE SIGNATURES APPEAR BELOW FOR THEIR RESPECTIVE ORGANIZATION.

CITY REPRESENTATIVES

CAMPBELL MUNICIPAL
EMPLOYEES ASSOCIATION














